

**JOINT SPECIAL MEETING**  
**NEWINGTON ECONOMIC DEVELOPMENT COMMISSION**  
**AND**  
**DOWNTOWN REVITALIZATION COMMITTEE**

**SEPTEMBER 16, 2009**  
**7:00 p.m.**  
**HELEN NELSON ROOM**

**I. MEMBERS PRESENT**

Chairman Joseph Harpie  
Commissioner Michael Gerhardt  
Commissioner Val Ginn  
Commissioner Jeff Hedberg  
Commissioner Michael Longo  
Commissioner Mark Pappa  
Commissioner Greg Polk  
Commissioner Dana Woods  
Commissioner Thomas Shields

**DOWNTOWN REVITALIZATION COMMITTEE MEMBERS**

Chairman Joseph Harpie  
Town Council Member Liaison Chris Banach  
Town Council Member Jay Bottalico  
Town Council Member Michael Lenares  
Commissioner Thomas Shields  
Mayor Jeff Wright – ex officio – not voting  
Commissioner Jeff Hedberg

Also present, Town Planner – Ed Meehan

**II. JOINT MEETING MINUTES**

Commissioner Shields made a motion to accept the July 9, 2009, minutes and Commissioner Polk seconded the motion. The motion passed unanimously.

**III. PUBLIC PARTICIPATION**

None.

**IV. REPORT MUNICIPAL PARKING LOT, BID NO. 2 2009-10**

**A. Bid Results – Mr. Ed Meehan**

The bid results were opened on September 8, 2009 – Out of the 11 bids submitted, Quality Associates from East Haven was selected as the lowest qualified bidder.

## **B. Project Improvement Options**

Mr. Meehan elaborated on the base bid for full improvements on both sides of the parking lot which was divided to the west and east sides. This area is approximately 5 acres. This layout provides sidewalk circulation up to Main Street at the driveway next to Connecticut Valley Insurance and also improvement to the driveway between the building where the Chamber of Commerce is located and Novey Jewelers. The plan provides pedestrian access from the driveway between Steve's and 100 Market Square, a paved driveway or pavers – all leading to the proposed center green with landscape and lighting enhancements on that westerly side.

The easterly side in the base bid did not have as much work to do – essentially adjusting island locations, possible sidewalk connections from Constance Leigh to the parking lot – with more parking connections behind Market Square. It should be noted that for both east and west side efforts redesign of the locations for dumpsters and moving the west side dumpster to a more central location is proposed. There would be uniform lighting treatment, with standard shoe box design, except for decorative lighting on the proposed green.

Mr. Meehan reported that the project budget has \$599,500 available for construction activity. The Town Council requested and OPM approved for the reprogramming of STEAP grant funds of \$145,890.00 thus setting aside for this project \$745,390.00 of State Grant Funds for construction. The total bid price for the entire project is \$1,310,246.00 so with using the state monies there is a shortage of almost \$565,000. Setting aside a 10% contingency it goes up to about \$700,000.00

The bid price on the west side is \$816,000.00 rounded and with a recommendation of a 10% contingency leads to \$897,000.00. There should be a redesign cost to blend the west and east sides of \$3,000.00. So with the \$900,000.00 minus the \$745,390.00 in available state grant funds to do the west side additional funds needed are \$155,000.00. The Town Council has discussed two projects in the CIP that were set aside for town center improvements which could bring another \$160,000.00 to this project to provide the construction and contingency money recommended.

Commissioner Polk inquired about the gathering place and Mr. Meehan explained that where it says “lawn” that is the location that is being set aside for whatever is an appropriate structure such as a gazebo, platform, shelter of some sort, etc. Mr. Meehan also explained the MDC water main system accessing the project. Commissioner Pappa commented on decorative lighting that could keep the costs at a normal level and at the same time being well lit, safe, etc. Mr. Meehan replied that the unit bid prices of decorative lighting bid by Quality Associates would return a \$10,000.00 credit to the Town with standard shoebox lighting at the green. Mr. Meehan also added that bidding by unit prices, you have flexibility to go back to the contractor to look at, for example, concrete curbing vs. granite curbing. Chairman Harpie concurred that the real goal of this project is to complete the parking lot in its entirety.

Town Councilor Chris Banach stated that from the original grant, there is approximately \$600,000.00 remaining for construction and with the redesign it is around \$900,000.00 – so the Town Council voted on the STEAP grant transfer but even with that there has to be another \$150,000.00 for this project, so from the original grant we are roughly at \$300,000.00 short fall from the grant. Mr. Banach questioned the west side power lines

being underground. Mr. Meehan replied that there will be new electrical services brought in with a new transformer placed behind Cugino's restaurant – all underground. Commissioner Shields had a question regarding the power lines coming in on the northwest corner. Mr. Meehan replied that there is one pole on an island at the rear of the Bike Shop – which is an important corner and at some point to bring everything underground is desirable. Mr. Meehan remarked that the contractor is obligated to hold their bid prices up to 90 days and we could also pick up other funds from value engineering. Mr. Meehan explained that there is an obligation to spend the Urban Action Grant money in accordance with the contract/STEAP money for the west side and if we are fortunate to get other state sources, there may be money coming out of your CIP – so the second phase will be easier to administer. After the Town Council's authorization for the Town Manager to sign the contract, the contractor is notified to get everything in order and the notice is given to proceed and after that they have 8 days to be on the site.

### **C. PROJECT SCHEDULE**

Mr. Meehan noted that the next step after Council action is to notify DECD that the lowest qualified bidder has been selected. At contract signing the notice to proceed could be issued to Quality Associates. Assuming that happens at the end of the first week in October, the contractor would be ready to go within the 8 days. There would be questions about not inconveniencing the business owners and public events being held at that time and getting a reasonable amount of paving done before buttoning it up for the winter. Town Councilor Lenares endorsed the idea of value engineering. Town Council Member Chris Banach stated that when all the monies are expending, the bottom line total will be a million, three hundred thousand dollars more than the original budget.

### **V. DISCUSSION OF REPORT AND JOINT RECOMMENDATIONS TO TOWN COUNCIL**

Mr. Harpie summarized that the purpose of this meeting is to review the west side alternate bid and to make a recommendation to the Town Council. In that regard, Mr. Harpie asked Town Council Member Lenares to read the following motion.

### **MUNICIPAL PARKING LOT IMPROVEMENT PROJECT BID NO. 2 2009-10**

I move that the Economic Development Commission and the Downtown Revitalization Committee jointed report to the Town Council for consideration at its September 22, 2009 meeting the following recommendation.

It is recommended that the Town Council award Bid No. 2-2009-10 Municipal Parking Lot Improvement Project to Quality Associates, Inc., 231 Silver Sands Road, East Haven, Connecticut for construction improvements limited to the west side of the parking lot in the amount of \$815,955.00 and further that the Town Council consider the allocation of a ten per cent (10%) contingency for a total project budget of \$900,000.00.

This joint recommendation for moving forward with west side improvements is offered because:

1. The west side construction can be accomplished with the transfer of CIP funds already dedicated for Town Center improvements.
2. The west side construction will accomplish the project goals for improved storm water management and the placement of electrical utilities underground.
3. The west side construction will complete the parking lot's traffic circulation and parking build out.
4. The west side construction will provide for sidewalk connections to Market Square and Main Street.
5. The west side construction achieves the project goal to create a "center green" public place for community events.,

Town Councilor Jay Bottalico seconded the motion.

Chairman Harpie called for a vote on the motion. All members voted in favor of the motion with one abstention, Town Council Member Chris Banach. Mayor Wright, ex officio did not vote. The motion passed.

#### **IV. PUBLIC PARTICIPATION**

Rose Lyons inquired as to the ownership of the Bonelli property and Mr. Harpie responded that this question should be directed to the Town Attorney.

#### **VI. ADJOURNMENT**

Chairman Harpie thanked the committee for its hard work and also Mr. Ed Meehan, Town Planner for his due diligence.

#### **VII. ADJOURNMENT**

Chris Banach made a motion to adjourn the meeting which was seconded by Jay Bottalico. The motion passed unanimously. The meeting adjourned at 7:47 P>M>

Respectfully submitted

Sophie Glenn